



# School Food Services

Missouri Department of  
Elementary and Secondary Education

## SUMMER 2004 TRAINING

*An opportunity for  
Food Service Personnel to  
pursue professional development*

Choose from these locations around the state:

Cape Girardeau • Bonne Terre •  
Kirksville • Jefferson City • Joplin • Springfield  
• St. Louis (Wildwood) • Kansas City

# Class Schedule

8:00 a.m.	Registration ( <i>Light refreshments will be offered.</i> )
8:30 a.m.	State Agency Welcome & Comments
9:00 a.m.	First Morning Concurrent Sessions
10:30 a.m.	Second Morning Concurrent Sessions
Noon	Lunch/Update of Child Nutrition Programs
1:00 p.m.	Afternoon Concurrent Sessions
2:30 p.m.	Evaluations & Certificates of Attendance

## Class Descriptions

### ***Inventory Management***

Good inventory control can make or break a school food service program. General principles of inventory management will be taught through classroom discussion, print material, and videotape. The topics covered include: proper receiving and storage, record keeping, product safety, and cost control.

### ***Offer Versus Serve***

This class is designed for menu planners and cashiers to help you understand and implement this important federal regulation. Learn about offer vs. serve, menu choices, and recognizing reimbursable meals. Correct counting procedures will also be discussed. Please attend the session designed for the menu planning option your school has implemented. Rules applying to Food Based Menu Planning (FBMP) and those relating to Nutrient Standard Menu Planning (NSMP) will be discussed in separate sessions.

### ***Meeting the Challenge to Market Nutrition***

Nutrition has never been more important and newsworthy. Yet our students (and sometimes ourselves) are not always choosing the most healthful foods. School food service programs offer substantial, healthful foods. Are you, the teachers, administrators, and parents really “talking it up”? This session offers information and resources to market and promote the nutritional advantage served every day in the cafeteria.

### ***Records Class***

This class will cover issues surrounding the Coordinated Review Effort. The morning sessions will review meal benefit forms, direct certification, and verification. The afternoon session will address meal counting and claiming, After School Snack Program requirements, and the Seamless Summer Feeding Waiver. May attend one or all sessions.

### ***School Meals Initiative (SMI) Nutrient Goals***

This session will cover the SMI nutrient requirements and how they were established. Also discussed will be the importance of each nutrient’s role in proper nutrition along with strategies to meet the goals of the initiative. Basic nutrition information will be presented in this session.

### ***Serving It Safe***

Why is food safety a top priority? This interactive class will provide instruction and guidance for: understanding microorganisms and preventing food borne illness, maintaining a clean and sanitary food service program and an introduction to Hazard Analysis and Critical Control Point (HACCP) principles.

### ***Weighty Dilemma – Keeping Everyone Happy and Healthy***

What is the secret to serving nutritious meals that contribute to a healthy lifestyle for all ages and ethnicities while operating within a tight budget? This workshop will emphasize ways you can help to keep everyone healthy as you do the balancing act of keeping everyone happy. Make certain your school food service is part of the solution to the current epidemic of overweight, not part of the problem.

# Conference Locations

## CAPE GIRARDEAU

*June 29, 2004*

Southeast Missouri State University  
Student Union

At Cape Girardeau take exit 99 or 96 to Kingshighway. From Kingshighway turn onto Broadway and continue on Broadway to Henderson Street. Turn left onto Henderson Street. This will take you to the Student Union and Lot 4 on the left.

## BONNE TERRE

*June 30, 2004*

North St. Francois Co. R-I School District  
North County Senior High, 7151 Raider Road

From Highway 67 take the Bonne Terre exit. At the stoplight turn left onto Raider Road. Proceed on Raider Road to the high school.

## KIRKSVILLE

*July 13, 2004*

Truman State University  
Student Union Building, top floor  
Business 63 N (Franklin Street)

Conference parking is available in lots on the southwest and northwest corner of Franklin and Patterson. Look for the "Conference Parking" sign.

## JEFFERSON CITY

*July 15, 2004*

Jefferson City School District, Lewis and Clark  
Middle School, 325 Lewis and Clark Drive

Take Highway 50/63 to the Eastland Drive exit. Go north (from the east a right turn, from the west a left turn). Continue on Eastland Drive to Lewis and Clark Drive. Turn left onto Lewis and Clark Drive. Pass the first parking lot on the right. Go around the school to the parking lot in front of the school.

## JOPLIN

*July 21, 2004*

Joplin R-VIII School District  
Joplin Senior High School, 2104 Indiana

From I-44 take the Rangeline exit. Go north to 20th Street. Turn left (west) on 20th. School is at corner of 20th and Indiana. Parking is available behind the building, northwest corner.

## SPRINGFIELD

*July 22, 2004*

Springfield R-XII School District  
Central High School, 423 E. Central

Take U.S. 65 South (to Branson) to the Chestnut Expressway exit. Continue west on Chestnut Expressway to Benton Avenue (this is approximately 4-5 miles). Turn right (north) on Benton Avenue and go two blocks to Central High School which is at the intersection of Benton Avenue and Central Street. Park behind and west of Central High School.

## ST. LOUIS (Wildwood)

*August 4, 2004*

Rockwood R-VI School District  
Wildwood Middle School, 17401 Manchester Road

From I-44 take Route 109 North to Manchester Road. Turn left onto Manchester Road. Continue on Manchester Road to Wildwood Middle School.

## KANSAS CITY

*August 10, 2004*

Maple Woods Community College  
Campus Center, 2601 NE Barry Road

From I-435 North take Highway 152 West to Indiana Avenue exit. Turn right onto Indiana Avenue. At Berry Road turn left and proceed to the Campus Main Entrance. This will take you to lot 3 and the Campus Center.

***Remember: Meeting rooms are air-conditioned; you may need a sweater.***

# Workshop Objectives

This conference will provide food service staff with skills to operate efficient, up-to-date child nutrition programs that meet current regulations and guidance.

## Who Should Attend?

The conference is designed for food service staff involved in child nutrition programs. District employees responsible for preparing monthly claims, free and reduced price meal benefit form approval, and other office records may also benefit from attending.

## Continuing Education

Continuing Education Hours from the following professional groups have been requested:

- American Dietetic Association
- American & Missouri School Food Service Associations
- American Association of Family and Consumer Sciences

### Conference sponsored by:

Missouri Department of Elementary and Secondary Education  
School Food Services Section

P.O. Box 480, Jefferson City, MO 65102-0480  
(573) 751-3526 • <http://www.dese.mo.gov/divadm/food>



*“Making a positive difference through education and service”*



# Registration Form

Please print and complete this form for each person attending. This form cannot be submitted online.

**Registration deadline is May 21, 2004.**

We regret that late registration may have to be returned due to limited space.  
The cost for each location is \$15. Cost includes printed materials, refreshments, and lunch.

**Registration confirmations will not be sent.**

**Please select one location by marking a box below:**

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Cape Girardeau, June 29 | <input type="checkbox"/> Jefferson City, July 15 | <input type="checkbox"/> St. Louis (Wildwood), August 4 |
| <input type="checkbox"/> Bonne Terre, June 30    | <input type="checkbox"/> Joplin, July 21         | <input type="checkbox"/> Kansas City, August 10         |
| <input type="checkbox"/> Kirksville, July 13     | <input type="checkbox"/> Springfield, July 22    |   |

**First Morning Sessions – May choose one**

- ☐ Inventory Management
- ☐ Offer vs. Serve \_\_\_\_ FBMP \_\_\_\_ NSMP  
(please check appropriate menu planning option)
- ☐ Meeting the Challenge to Market Nutrition
- ☐ Records (Free & Reduced Meal Benefit Forms)
- ☐ School Meals Initiative (SMI) Nutrient Goals
- ☐ Serving It Safe
- ☐ Weighty Dilemma – Keeping Everyone Happy & Healthy

**Second Morning Sessions – May choose one**

- ☐ Inventory Management
- ☐ Offer vs. Serve \_\_\_\_ FBMP \_\_\_\_ NSMP  
(please check appropriate menu planning option)
- ☐ Meeting the Challenge to Market Nutrition
- ☐ Records (Direct Certification and Verification)
- ☐ School Meals Initiative (SMI) Nutrient Goals
- ☐ Serving It Safe
- ☐ Weighty Dilemma – Keeping Everyone Happy & Healthy

**Afternoon Sessions – May choose one**

- ☐ Inventory Management
- ☐ Offer vs. Serve \_\_\_\_ FBMP \_\_\_\_ NSMP  
(please check appropriate menu planning option)
- ☐ Meeting the Challenge to Market Nutrition
- ☐ Records (Meal Counting)
- ☐ School Meals Initiative (SMI) Nutrient Goals
- ☐ Serving It Safe
- ☐ Weighty Dilemma – Keeping Everyone Happy & Healthy

**Please print or type below.**

Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Mailing Address \_\_\_\_\_

School District/Non-Public School Name \_\_\_\_\_

School District/Non-Public School Agreement Number \_\_\_\_\_

Amount enclosed: \$ \_\_\_\_\_ *Please make checks payable to Treasurer, State of Missouri. No Purchase Orders.*



**Mail completed form and payment to:**

Missouri Department of Elementary and Secondary Education  
School Food Services Section  
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Jefferson City, MO 65102-0480  
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